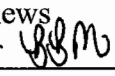


Regular Meeting

Agenda Item #	10
Meeting Date	September 26, 2005
Prepared By	Barbara B. Matthews City Manager 
Approved By	

Discussion Item	2 nd Reading Ordinance Authorizing Agreement for Financial and Accounting Services
Background	<p>By Ordinance No. 2005-3, the City Council authorized the execution of an agreement with Linda McKenzie for financial and accounting services. In accordance with the City's procurement policy, the City Manager extended this agreement in the amount of 25 percent of the base contract price and notified the City Council of the same.</p> <p>In the near future, the funds authorized by this administrative extension will be expended. The City Manager and the Director of Finance believe the City could benefit from the continued utilization of Ms. McKenzie's services on an as-needed basis and request the Council's approval to enter into a new agreement with Ms. McKenzie in an amount not to exceed \$10,000.</p> <p>First reading of the ordinance was held on September 19, 2005.</p>
Policy	The City Manager has determined that the scope of services to be provided to Ms. McKenzie satisfies the requirements of sole source procurement in accordance with Section 7.08.070 of the Code of the City of Takoma Park. Additionally, under the provisions of Section 7.04.060 (A), the City Council must approve by ordinance any expenditure of \$10,000 or more.
Fiscal Impact	The Finance Department budget includes \$10,000 for contractual services, some of which will be utilized to pay for the cost of Ms. McKenzie's services performed under the administrative contract extension. The remaining funds will be identified within the department's existing operating budget.
Attachments	Draft ordinance authorizing an agreement for financial and accounting services
Recommendation	Staff recommends that the City Council adopt the proposed ordinance.
Special Consideration	

**ORDINANCE NO. 2005-33
AUTHORIZING THE CITY MANAGER TO EXECUTE
AN AGREEMENT FOR FINANCIAL AND ACCOUNTING SERVICES**

WHEREAS, by Ordinance No. 2005-3, the City Council authorized the execution of an agreement with Linda McKenzie for financial and accounting consulting services; and,

WHEREAS, in accordance with the City's procurement policy, the City Manager extended said agreement in the amount of 25 percent of the base contract price; and,

WHEREAS, the City Manager and the Director of Finance believe the City could benefit from the continued utilization of Ms. McKenzie's services beyond the amount provided for by said administrative extension.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF TAKOMA PARK, MARYLAND THAT:

SECTION 1. The City Manager is hereby authorized to enter into an agreement with Linda McKenzie for financial and accounting services in an amount not to exceed \$10,000.

SECTION 2. This Ordinance shall become effective upon adoption.

Adopted this _____ day of _____ by Roll Call vote as follows:

AYE:

NAY:

ABSTAIN:

ABSENT: